



## **New Hampshire Department of Environmental Services Small Outreach and Education Grant Program For Nonpoint Source Pollution**

This program provides small grants of **\$200 to \$2,000** for outreach and education projects that address nonpoint source water quality issues.

Nonpoint source (NPS) pollution, unlike pollution from industrial and sewage treatment plants, comes from many diffuse sources. NPS pollution is caused by rainfall or snowmelt moving over and through the ground. As the runoff moves, it picks up and carries away natural and human-made pollutants, finally depositing them into lakes, rivers, wetlands, coastal waters, and even our underground sources of drinking water. These pollutants include:

- Excess fertilizers, herbicides, and insecticides from agricultural lands and residential areas;
- Oil, grease, and toxic chemicals from urban runoff and energy production;
- Sediment from improperly managed construction sites, crop and forest lands, and eroding streambanks;
- Salt from irrigation practices and acid drainage from abandoned mines;
- Bacteria and nutrients from livestock, pet wastes, and faulty septic systems;

Atmospheric deposition and hydromodification are also sources of nonpoint source pollution.

### **Purpose:**

The goal of the outreach grant is to provide financial resources to organizations for outreach and education projects relating to nonpoint source pollution issues that target appropriate audiences with diverse NPS water quality related messages. These small grants are available year round on an ongoing basis, which allows applicants to move forward with outreach and education projects without having to wait for annual application deadlines.

### **Match Requirement:**

Each proposal must show a local match (cash or in-kind services) of at least 40% of the total project costs (or match = 0.667  $\times$  the grant amount).

### **Organization:**

The DES Watershed Assistance Section will administer the grant program using \$20,000 each year from the U.S. Environmental Protection Agency under Section 319 of the Clean Water Act. The funding will be allocated to projects that meet the criteria described below on a year-round first come, first serve basis.

### **Who Can Apply?**

- ✓ Municipalities
- ✓ Regional Planning Commissions
- ✓ Non-profit Organizations
- ✓ County Conservation Districts
- ✓ State Agencies
- ✓ Watershed Associations
- ✓ Community Groups
- ✓ Nonprofit Educators and Schools
- ✓ Water Suppliers

## Criteria:

The following criteria apply to the Small Education and Outreach Grants for Watershed Organizations:

- ✓ Projects must be related to nonpoint source issues, and in some way encourage homeowners, local officials, farmers, and/or other citizens to **take action** to reduce nonpoint source pollution, improve water quality, and help protect the watershed.
- ✓ Eligible outreach and/or education projects include but are not limited to:
  - Educational material development, layout, printing, copying.
  - One time public mailings for brochures, fact sheets, reports, event invitations, and notifications.
  - The set-up and/or design of a website.
  - Educational display set-up and/or materials.
  - Demonstration or education sites.
- ✓ Funding for annual or continuing projects will be provided on a one-time basis for start-up or extenuating circumstances only. Alternative sustainable funding must be found for long-term projects.

## Project Requirements:

Any documents, publications, and displays produced using Watershed Assistance Grant funds require the following **acknowledgment to be placed on the document\publication\display along with the DES logo.**

*"Funding for this project was provided in part by a grant from the NH Department of Environmental Services with funding from the US Environmental Protection Agency under Section 319 of the Clean Water Act."*

Materials and publications will also be **reviewed and approved by DES** (in a timely manner) prior to final publication.

A **Final Report** must be received before a final grant payment will be awarded. The final report should include a general project summary, a determination of whether goals were reached, results obtained, and any brochures, or publicity connected to the project.

## How to Apply:

Fill out attached application electronically or by hand and send to the address below.

**To Send Applications or  
For More Information Contact:**  
Barbara McMillan,  
DES Watershed Assistance Section  
PO Box 95, Concord, NH 03302-0095  
[bmcmillan@des.state.nh.us](mailto:bmcmillan@des.state.nh.us)  
603/271-7889, FAX: 603/271-7894

## Helpful Hints:

- 1) Contact Barbara McMillan, Watershed Outreach Coordinator, with your project idea for direction and feedback before you fill out the application. See contact information box above.
- 2) Question 4i on the application "How will success be measured?" asks how you plan to evaluate if you have met your project goal. Some suggestions include:
  - a. Participant evaluations at the end of an event or presentation.
  - b. Keeping track of the number of participants.
  - c. Number of hits on a website.
  - d. Before and after questions, surveys or quizzes.
  - e. Follow-up questions for updates on changes in knowledge or behavior later.
  - f. How many of an item was requested or taken.
  - g. What type of questions were asked.

New Hampshire Department of Environmental Services  
**Small Outreach and Education Grant Program**  
**For Nonpoint Source Pollution**

**APPLICATION FORM**

1. **Project Title:** \_\_\_\_\_
2. **Applicant/Organization:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
-                                      Street                                      City                                      State                                      Zip  
**Telephone:** Home: \_\_\_\_\_ Work: \_\_\_\_\_  
Fax: \_\_\_\_\_ E-mail address: \_\_\_\_\_
3. **Grant Amount Requested:**                      \$ \_\_\_\_\_ (60%)  
**Local Match Provided:**                      \$ \_\_\_\_\_ (40%)  
**Total Project Cost:**                      \$ \_\_\_\_\_ (100%)
4. **Project Description:** (use additional space if necessary)
  - a. **Project Location:** Town(s): \_\_\_\_\_
  - b. **Please describe the overall purpose of the project and the water quality goals:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - c. **What nonpoint source pollution concerns are being addressed by the project goals?**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - d. **Who is the target audience?**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - e. **What is the project message(s)?**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - f. **How will you package the message(s)? (i.e., brochure, display, fact sheet, presentation, poster)**  
\_\_\_\_\_

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g. How will you distribute your message(s)? (i.e., mailing, county fair, door to door, town meetings, workshops)

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h. What is your desired outcome?

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i. How will success be measured? (i.e., number of participants, before and after evaluations, surveys)

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j. Start and end dates:

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5. **Project Tasks:** In a concise and organized way (table format example below), list each task of the project. Details should include: name of task, when the task will be completed, who will complete the task, a brief summary of the task, and the estimated cost of the task.

Name of Task	Date to be completed	Completed by	Brief task description	Cost of task

6. **Budget Estimate:** Please provide an itemized budget including expenses paid by the grant and expenses or services provided as match. Grant funds cannot exceed 60% of the total project costs. (Helpful Hint: To calculate the minimum match needed, multiply the requested grant amount by 0.667.) Volunteer labor can be included at a rate of \$15/hr. Donated professional services can be allocated as match at the professional rate. Example below:

Budget Item	Description (i.e., amount & rate)	Grant	Match	Total
Labor				
Project Coordinator				
Volunteers				
Professional				
Supplies				
Equipment				
Materials				
<b>Totals</b>				

7. **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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